Developmental Disabilities Administration (DDA) - Application Packet (ages 4 and up)

This application packet includes 3 forms to fill out. Go to the links if you lose a form. Each form is available in multiple languages.

1. **Request for DDA Eligibility Determination (form 14-151)**
   Your child is the applicant.
   
dshs.wa.gov/office-of-the-secretary/forms?field_number_value=14-151

2. **Department of Social and Health Services (DSHS) Consent (form 14-012)**
   List your child’s medical clinics (especially where they received their autism diagnosis) and their school district on this form. DDA will contact them directly for the records they need.
   
dshs.wa.gov/office-of-the-secretary/forms?field_number_value=14-012

3. **DSHS Notice of Privacy Practices (form 03-387)**
   
dshs.wa.gov/office-of-the-secretary/forms?field_number_value=03-387

Additional information:

1. **Use your child’s name and information as the applicant.** If your child is not living with their birth parent(s), include a copy of the guardianship letter or custody agreement.

2. Include **diagnostic reports and school testing records** with the application. You don’t have to, but it can speed up the process.

3. Keep a copy of everything you send to DDA, everything they send you, and a record of all phone conversations.

4. Children under age 3 who are enrolled in Early Intervention (EI)/Birth-to-3 services are automatically enrolled in DDA but will need to reapply after age 4. Talk with your EI case manager if you have questions.

5. For more information, you can visit:
   a. Informing Families DDA Services webpage:
      informingfamilies.org/topic/dda-services
      (Multiple languages. Click Menu - under Translate, select language)
   b. DSHS DDA Eligibility webpage:
      dshs.wa.gov/dda/consumers-and-families/eligibility (Multiple languages)

6. If you have questions or need help completing the application, contact your DDA eligibility determination office.

7. **Mail the completed applications and documentation to the office serving the county where you live.**

   **Region 1 (Counties):** Adams, Asotin, Benton, Chelan, Columbia, Douglas, Ferry, Franklin, Garfield, Grant, Kittitas, Klickitat, Lincoln, Okanogan, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman, Yakima
   1611 W Indiana Ave, Spokane, WA 99205-4221
   Phone: 1-800-462-0624  Email: ddar1ie@dshs.wa.gov

   **Region 2 (Counties):** Island, King, San Juan, Skagit, Snohomish, Whatcom
   20311 52nd Ave W Ste 302, Lynnwood, WA 98036-3901
   Phone: 1-800-788-2053  Email: dda2ieteam@dshs.wa.gov

   **Region 3 (Counties):** Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Kitsap, Lewis, Mason, Pacific, Pierce, Skamania, Thurston, Wahkiakum
   1305 Tacoma Ave S Ste 300, Tacoma, WA 98402-1903
   Phone: 1-800-248-0949  Email: ddar3ie@dshs.wa.gov